

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE TOWN OF MAMMOTH LAKES  
AND  
THE MAMMOTH LAKES  
GENERAL EMPLOYEES' ASSOCIATION  
July 1, 2023 to June 30, 2026

**PREAMBLE**

This Memorandum of Understanding is entered into pursuant to the Meyers-Milias-Brown Act (Government Code Section 3500 et seq). The parties to this Memorandum of Understanding are the Town of Mammoth Lakes, State of California, which hereinafter shall be referred to as "Town" and the Mammoth Lakes General Employees' Association, which hereinafter shall be referred to as "Association." The parties have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment of the employees represented by the Association and have exchanged freely information, opinions, and proposals and have endeavored to reach agreement on all matters relating to the employment, conditions, and employee relations of such employees.

This Memorandum of Understanding has been presented to the Town Council as a joint recommendation of the undersigned for salary, fringe benefits, and other working conditions for the period beginning July 1, 2023 to June 30, 2026, and was ratified by the Town Council on, June 21, 2023 and the terms and conditions herein are in full force and effect for affected members of the Mammoth Lakes General Employees' Association.

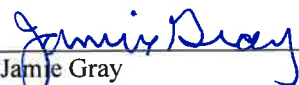
TOWN OF MAMMOTH LAKES



Daniel C. Holler  
Town Manager

6-26-23

Date




Jamie Gray  
Town Clerk

6/26/23

Date

MAMMOTH LAKES GENERAL EMPLOYEES'  
ASSOCIATION



Danny Earls  
General Employees' Association Representative

June 26, 2023

Date



Mark Bell  
General Employees' Association Representative

June 26, 2023

Date

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## **ARTICLE 1: Agreement**

The Articles and provisions contained herein constitute a bilateral and binding agreement (“Agreement”) by and between the Town Council of the Town of Mammoth Lakes, California (“Town”) and the Mammoth Lakes General Employees’ Association (“Association”).

## **ARTICLE 2: Recognition**

The Town recognizes the Association as the exclusive representative of all regular employees whose job classifications are listed in attached Exhibit A.

## **ARTICLE 3: Non-Discrimination**

There shall be no discrimination based on an employee’s race, religious creed, color, national origin, ancestry, sex, age, physical or mental disability, medical condition, sexual orientation, marital status, gender identity, gender expression, genetic characteristics or information, military or veteran status, and/or any other category protected by federal and/or state law. In addition, Town policy prohibits retaliation because of the employee’s opposition to a practice the employee reasonably believes to constitute employment discrimination or harassment or because of the employee’s participation in an employment investigation, proceeding, hearing, or legitimate employee organization activities. Employees who believe they have been harassed, discriminated against, or retaliated against, should report that conduct to the Town, and the Town will investigate those complaints.

## **ARTICLE 4: Association Rights**

- 4.1 The Association shall have the right to post notices of activities and matters of Association concern on bulletin boards located at Town facilities and to use the Town email, meeting rooms, equipment, and supplies to notice and conduct meetings. Use of space must not interfere with any Town needs or use.
- 4.2 The Town Manager may authorize up to forty (40) hours annually, not to exceed five (5) days per year, for the Association President or their designee to conduct Association business or attend state or national conferences sponsored by employee associations, exclusive of activities directly related to negotiations affecting this MOU. Public agencies shall allow a reasonable number of public agency employee representatives of recognized employee organizations reasonable time off without loss of compensation or other benefits when formally meeting and conferring with representatives of the public agency on matters within the scope of representation. Association members shall provide their supervisors with reasonable notification requesting release time to conduct association business outside of formal negotiations.
- 4.3 Within thirty (30) days of the ratification of this Agreement, or any subsequent modification thereof, by both parties, the employer agrees to provide an executed copy to the Association and an electronic copy for distribution and placement on the Town’s website.

- 4.4 A representative from the Association shall have the right and the opportunity during normal business hours to speak to a new employee for the purposes of explaining the new employee's contractual rights and introducing them to the Association. No employee is required to attend such meeting.
- 4.5 The Town agrees to notify the Association at least thirty (30) days prior to the elimination of any position and/or implementing an employee layoff which would impact Association-represented employees. The Association may then request to meet and confer.

## **ARTICLE 5: Town Rights**

It is understood and agreed that the Town Council retains all of its powers and authority to direct, manage, and control the operation of the Town to the full extent of the law. The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Town, the adoption of ordinances, policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms are in conformance with law.

Included in these Town duties and powers are the exclusive rights to: determine its organization; direct the work of its employees; determine the times and hours of operation; determine the kinds and levels of services to be provided, and the methods and means of providing them; establish its departmental policies, goals, and objectives; insure the rights and privileges of citizens; determine staffing patterns; determine the number and kind of personnel required; maintain the efficiency of Town operations; build, move, or modify facilities; establish budget procedure and determine budgetary allocation; determine the methods of raising revenue; enter into contracts for supplies and services; and take appropriate action in the event of an emergency. In addition, the Town retains the right to hire, classify, assign, transfer, evaluate, promote, demote, suspend, and terminate employees. These rights will be in conformance with the provisions of state and federal laws.

The Town retains its right to waive, for the duration of the cause, pertinent policies and practices referred to in this Agreement in cases of civil defense, natural disasters, epidemics, or acts of God. All rights, powers, and privileges of the Town shall be exercised by the Town Council and the operation of the Town shall be administered by the Town Manager or any other person properly designated by the Town Council or the Town Manager.

## **ARTICLE 6: Negotiation Procedure**

- 6.1 Either party may utilize the services of outside consultants.
- 6.2 The Town Council and the Association will discharge their respective duties required by this agreement in compliance with the Meyers-Milias-Brown Act (Government Code, Section 3500-3511).

- 6.3 Either party may submit a request to begin negotiations. The other party has the obligation to respond to such request promptly, as required by the Meyers-Milias-Brown Act (“MMBA”). Negotiations shall take place at mutually agreeable times and places.
- 6.4 The Association shall designate a minimum of two (2) representatives to meet with the Town Council’s representatives.
- 6.5 The parties agree to comply with the MMBA and provide all information relevant to the negotiations process. Neither party is obligated to provide documents subject to legal privilege.

#### **ARTICLE 7: Personnel Rules and Grievance and Disciplinary Procedures**

- 7.1 The Personnel Rules established pursuant to Town Council Resolution, or as subsequently modified by Town Council Resolution, are incorporated herein by reference, as are the Grievance and Disciplinary procedures and provisions established pursuant to said Resolution.
- 7.2 In the event that the Town intends to revise disciplinary and grievance procedures in the Town’s Personnel Rules, the Town will meet and confer with the Association.

#### **ARTICLE 8: Comprehensive and Other Leave**

##### **8.1 Comprehensive Leave**

Comprehensive leave combines several types of leaves, including vacation leave, sick leave, personal leave, and bereavement leave.

##### **8.2 Scheduling/Notification**

The scheduling of comprehensive leave for vacation and personal leave purposes and the amount to be taken at any one time shall be determined by the Department Head in accordance with the department’s rules and with regard for the needs of the Town primarily and the preferences of the employee secondarily.

In the event an employee finds it necessary to take comprehensive leave which has not been scheduled in advance, such as for illness, bereavement, emergencies, etc., it is the responsibility of the employee to make documented attempt to contact (i.e. by phone, in person, via text message, or email) their supervisor at least one (1) hour prior to the beginning of their work day to inform the supervisor of the unexpected need to utilize comprehensive leave.

It is the responsibility of the employee to maintain an appropriate level of leave sufficient to cover time lost in case of an unforeseeable event. If an employee does not have enough leave left, they will have their benefits prorated accordingly for time missed from work. More than one occurrence of missing work without having enough leave to cover time lost may result in disciplinary action.

### 8.3 Comprehensive Leave at Termination

At separation of service from the Town, employees with accrued comprehensive leave shall be paid out for the balance at the date of termination, inclusive of a prorated accrual of comprehensive leave based on full-time hours worked in their final month of employment prior to permanent separation. Payment for accrued comprehensive leave shall be at the employee's current regular rate of pay, or as required by law, and shall occur at the next regular pay date following the date of termination.

### 8.4 Comprehensive Carryover/Payouts

No employee shall be able to accrue comprehensive leave in excess of eight hundred and fifty (850) hours. When an employee reaches a comprehensive leave balance of eight hundred and fifty (850) hours, their accrual shall stop until which time their balance falls below eight hundred and fifty (850) hours.

In the event an employee is not permitted to schedule and take leave as caused by the Town, which would result in the employee exceeding the accumulation limit, the employee may request the Town Manager to consider the reasons for exceeding the cap and may be granted a ninety (90) day extension of time, in which leave time will be scheduled that will bring the employee's accrued time below the eight hundred and fifty (850) hour limit. One (1) additional ninety (90) day extension may be granted.

Employees may request a payout of comprehensive leave twice annually, not to exceed a combined total of two hundred (200) hours, once during the second quarter of the calendar year and again during the fourth quarter of the calendar year. All such requests will be processed, and payouts made in accordance with a schedule established by the Town Manager, or designee. Employees will be provided ample advance notification of the schedule. Members requesting a payout must retain an accrued comprehensive leave balance of not less than two hundred and forty (240) hours. Payouts will be made at the employee's current regular rate of pay. Employees may elect to take their payout as cash or may elect to deposit their payout through payroll into an eligible 457(b) plan pursuant to applicable state and federal laws.

The Town Manager may authorize payouts at other times upon the specific written request of an employee, but only if extraordinary circumstances warrant such consideration.

### 8.5 Comprehensive Leave Accruals

Employees accrue comprehensive leave based upon their length of continuous service as determined by their anniversary date according to the following schedule:

Date of hire in full-time status until two-year anniversary	16.67 hours/month
Two-year anniversary	18.67 hours/month
Five-year anniversary	20.67 hours/month
Ten-year anniversary	22.67 hours/month

#### 8.6 Parental Leave

The Town and the Association acknowledge that the California Government Code provides a number of employee benefits for pregnancy, childbirth, and related conditions. The Town provides parental leave in accordance with applicable state and federal law. The Town will provide up to date and current information on the benefits provided and shall make all such information available to an employee upon request. Such information will be available from the Human Resources Department.

The requirement for integrated use of leave time to coordinate with the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), or other qualifying event may be limited to allow the employee to retain not more than a combined total of eighty (80) hours of paid leave in their banks.

#### 8.7 Family and Medical Leave

The Town and the Association acknowledge that state and federal law requires employers to grant family and medical leave under specified circumstances. The Town provides family and medical leave in accordance with applicable state and federal law. The Town will provide up to date and current information on the benefits provided and shall make all such information available to an employee upon request. Such information will be available from the Human Resources Department.

Employees that have a FMLA or CFRA-qualifying event will receive FMLA or CFRA benefits. Those who are also eligible for other benefits such as State Disability Insurance (SDI) or Paid Family Leave (PFL) benefits must utilize paid leave in accordance with state and federal law on a prorated basis to supplement their additional payments and continue to receive the benefits provided under the FMLA and CFRA laws.

The requirement for integrated use of leave time to coordinate with FMLA, CFRA, or other qualifying event may be limited to allow the employee to retain not more than a combined total of eighty (80) hours of paid leave in their banks.

#### 8.8 Military Leave

The Town and the Association acknowledge that both state and federal law requires an employer to grant an employee leave for specified military service. The Town and the employees in the unit of representation agree to absolute compliance with the law.

#### 8.9 Jury Duty

Employees shall receive full compensation for serving on Jury Duty, provided that Juror Pay (not including mileage) received by the employee is paid to the Town.



#### 8.10 Leave Without Pay

The Department Head may approve an employee's request for up to forty (40) cumulative hours of leave without pay per calendar year. Leave without pay may be granted only after all accrued leave has been exhausted. All benefits, including but not limited to, leave accrual, health insurance, and retirement shall be reduced proportionally to the reduction in work hours.

#### 8.11 Unpaid Leave of Absence

The Town Manager may approve an employee's request for up to a six (6) month unpaid leave that will guarantee that the member shall retain permanent status upon return. Requests for a leave of absence will be made in writing to the Town Manager and shall contain all relevant facts and circumstances in support of the request. The Town Manager's approval of a leave of absence is discretionary; however, the primary consideration in reaching a decision to grant or deny a leave of absence shall be the efficient and orderly operation of the Town and the affected department. All benefits, including but not limited to, leave accrual, health insurance, and retirement shall be terminated for the duration of the leave of absence, except as otherwise required by law. All accrued leave balances must be exhausted before the employee may go onto an unpaid leave of absence.

#### 8.12 Catastrophic Leave

The Town has a policy that allows employees to donate their leave to other employees that have suffered a catastrophic event and have exhausted all types of leave at their disposal. An employee who is eligible to receive other benefits such as (SDI) or Workers' Compensation benefits may receive Catastrophic Leave on a pro-rated basis not to exceed the employee's normal rate of pay. Information related to Catastrophic Leave shall be available from the Human Resources Department.

### **ARTICLE 9: Worker's Compensation**

#### 9.1 Industrial Accident and Illness Leave

Industrial accident leave shall be granted as required by law.

#### 9.2 On-the-Job Injury

Whenever an employee is absent due to an illness or injury arising out of and in the course of employment, the unit member shall receive full compensation, less any Workers' Compensation insurance benefits received, during the first fifteen (15) working days of such absence without deduction from accrued comprehensive leave. Thereafter, if the employee is still properly absent from duty, they may receive, from accrued comprehensive leave, if any, an amount equal to the difference between the amount the member receives as Workers' Compensation insurance benefits and the amount of their regular compensation until the unit member returns to work or accrued leave is exhausted. If comprehensive leave is exhausted, then the unit member will be compensated at the statutory rate under the current Workers' Compensation regulations by the

Town's Workers' Compensation Insurance carrier. All benefits, including but not limited to, leave accrual, health insurance, and retirement, shall be reduced proportionally to the reduction in work hours; exceptions to the pro-ration may be considered by the Town Manager.

## **ARTICLE 10: Health Insurance Benefits**

### **10.1 Health Insurance Benefits**

Employees and their dependents shall be eligible for coverage under the Town's health plan, subject to the plan's terms and conditions.

### **10.2 Flexible Benefit Section 125 Program and Benefit Stipend**

The Town will contract with CalPERS for health insurance for the period of this Agreement. The Town will maintain a flexible benefit program.

- a. Employees and their dependents shall be able to participate in the CalPERS Health Program.
- b. The Town shall contribute the minimum amount required by state law per month per retired employee as the "employer contribution" to the cost of the premium for the health program, should the employee elect to participate in the plan. This is otherwise known as the PEMHCA minimum.
- c. The Town will provide a monthly contribution to each employee in an amount equal to the cost of coverage under the CalPERS Health Insurance Plan based upon the employee's dependent status definition under the CalPERS Health Benefit Program as "employee," "employee plus one," or "employee plus two" for the employee's flexible (cafeteria) account. This amount is inclusive of the "employer contribution" for the CalPERS Health Program premium.
- d. Employees who do not elect to take the Town's health insurance must provide proof of health coverage provided by their spouse or domestic partner's employer (or other group coverage in accordance with applicable state and federal law) and shall be eligible to receive a benefit stipend of six hundred dollars (\$600) per month. Payments from the Town that the employee receives in lieu of the contribution to the flexible spending (cafeteria) account, shall not be considered an increase in base compensation and shall be taxable pursuant to IRS regulations.

### **10.3 Vision and Dental Health Reimbursement Arrangement (HRA) Plan**

Employees may participate in the Health Reimbursement Arrangement (HRA) Plan as established by the Town to reimburse employees for vision and dental expenses as defined by IRS Publication 502 and the Town's Vision and Dental Policy. Employees who participate shall be eligible for reimbursement up to a total of one thousand five hundred dollars (\$1,500) for employees and eight hundred dollars (\$800) for each eligible dependent (as defined by HRA

guidelines specified in IRS Publication 969) per fiscal year, which total may be combined for the use of either the employee or any of their eligible dependents. When two (2) regular, full-time Town employees are considered to be eligible dependents of one another, they shall not be covered by each other, and their dependent children may only be covered by one (1) parent.

New employees not employed by the Town for the full fiscal year shall be entitled to a pro-rata reimbursement amount upon hire. Up to eighty percent (80%) of the unused portion of the total benefit, (not to exceed two thousand dollars (\$2,000) per year for employees with less than one (1) year of service with the Town) may be “rolled over” from one fiscal year to the next, for a total of not more than three (3) fiscal years. For purposes of identifying the unused portion, receipts for services performed in the previous fiscal year must be submitted within sixty (60) days of the beginning of the new fiscal year. Employees must be in regular, full-time status with the Town at the time the vision/dental services were performed.

The current fiscal year benefit amount will be used to pay all reimbursement requests. Once the current fiscal year benefit amount is exhausted, rollover benefit amounts from previous years will be used to fund the reimbursement requests. “Rollover Year 1” benefit will be accessed first for reimbursement requests. Then, “Rollover Year 2” benefit amount will be accessed for reimbursement requests. Finally, if the current fiscal year and “Rollover Year 1” and “Rollover Year 2” benefits have been exhausted, “Rollover Year 3” will be accessed for reimbursement requests. Any amount remaining in “Rollover Year 3” sixty (60) days after the close of a fiscal year will no longer be available to fund reimbursement requests. Vision and dental services performed in the immediately preceding fiscal year shall be considered reimbursable. Requests for reimbursement for vision/dental services performed in years prior to the immediately preceding fiscal year shall not be eligible.

Eligibility for reimbursement ends on the last paid day of employment for expenses incurred prior to permanent separation from service. Employees must submit a request to Human Resources in writing prior to permanent separation to be eligible for reimbursement of vision or dental services received prior to their permanent separation. Exceptions to reimbursement are subject to HRA guidelines and Town Manager approval. Employees may elect to not participate in the reimbursement program by notifying the Human Resources Department with a written request to opt out of the plan.

### **ARTICLE 11: Deferred Compensation**

The Town shall maintain an IRC Section 457(b) deferred compensation plan in good standing and shall make voluntary participation in the plan available to employees.

The Town shall contribute to a Town Section 457(b) deferred compensation plan for the benefit of the employees. Beginning on the first full pay period in July, 2023, the Town shall contribute fifty dollars (\$50) per pay period for twenty-four (24) pay periods per year into an approved deferred compensation plan. The Town shall contribute to the employees' Section 457(b) plan an amount equal to the amount contributed by that employee up to an additional twenty-five dollars (\$25). The maximum employer contribution shall not exceed a total of seventy-five dollars (\$75).

per pay period, with a minimum employee contribution of twenty-five dollars (\$25) per pay period. Deposits shall occur as part of the first and second payrolls of each month.

Employees shall have sixty (60) days from their hire date to sign up for an eligible 457(b) plan to receive employer contributions retroactive to their hire date. Employees who sign up after sixty (60) days from their hire date will receive employer contributions beginning on the next applicable pay period and the Town's contributions will not be retroactive.

## **ARTICLE 12: Retirement Contribution**

12.1 Employees covered by this Agreement will participate in the California Public Employees Retirement System (CalPERS). The Town shall maintain the employer contribution to CalPERS for the term of this Agreement.

Employees participate in CalPERS as follows:

- a. Employees hired before January 1, 2013, or “Classic Members” as defined by CalPERS (not new members per CCR 579.1(b)), shall receive the 2.7% @ age 55 retirement formula, highest thirty-six (36) month average final compensation period, the Fourth Level of the 1959 Survivor’s Benefit, and a two percent (2%) retirement Cost of Living Adjustment (COLA). These employees shall pay the entire eight percent (8%) of the CalPERS employee’s contribution on a pre-tax basis.
- b. Non-Classic employees (New Members - CCR 579.1(a)) hired after January 1, 2013 will pay the full CalPERS required amount to this plan in accordance with the Public Employee Pension Reform Act (PEPRA) employee’s contribution on a pre-tax basis. Both parties recognize that this contribution will change from time to time and will be adjusted on the first full pay period of each fiscal year. New miscellaneous members will receive the 2% @ age 62 retirement formula, highest thirty-six (36) month average final compensation period, the Fourth Level of the 1959 Survivor’s Benefit, and a two percent (2%) retirement COLA.

12.2 The Town agrees to maintain the employer portion of the contribution to CalPERS.

12.3 Participation in the CalPERS plan discontinues employee participation in the Social Security System related to Town employment.

12.4 All participation in CalPERS is subject to the contract between the Town and CalPERS and the interpretation of rules, regulations, and contract by CalPERS.

12.5 Employee “member contributions” shall be made pursuant to Internal Revenue Code (414)(h)(2).

### **ARTICLE 13: State Disability Insurance**

Employees participate in State Disability Insurance (SDI). Under the California Unemployment Insurance Code, “disability” includes any illness or injury, either physical or mental, including pregnancy, childbirth, or related medical condition that prevents a member from doing their regular or customary work. Employee contributions shall be made via payroll on a pre-tax basis.

Employees who are eligible to receive SDI shall utilize paid leave on a prorated basis to supplement their SDI payments, in accordance with the Town’s Family and Medical Leave Policy and applicable state and federal law. All benefits shall be reduced proportionally to the reduction in paid leave hours utilized in accordance with the Town’s Family and Medical Leave Policy and applicable state and federal law.

### **ARTICLE 14: Dues Deductions**

Employees may sign up for payroll deductions of Association dues with the Association. The Association will certify to the Town any new members of the Association.

Town agrees to deduct dues as established by the Association. The sum so withheld shall be remitted by the Town, without delay, directly to the Association along with a list of employees who have had such amounts deducted. As periodically requested by the Town, the Association agrees to provide a listing of all additions or deletions of membership or requested changes to establish payroll deductions of its members, to the Town.

The employee’s earnings must be sufficient after the other legal and required deductions are made to cover the amount of the dues authorized. When an employee is in a non-paid status during only part of the pay period, and the salary is not sufficient to cover the full withholding, no deduction shall be made. All other legal and required deductions have priority over Association dues.

It shall be the sole responsibility of the Association to procure and enforce payroll deduction of dues.

The Association agrees to indemnify, defend, and hold harmless the Town, its officers, employees, and agents acting on its behalf from and against any and all losses, damages, costs, expenses, claims, demands, actions, suits, judgments, and other forms of liability arising out of the application or enforcement of this section. In no event shall the Town be required to pay from its own funds Association dues which the employee was obligated to pay, but failed to pay regardless of the reasons.

Any Association member who notifies the Town of their desire to discontinue dues deductions or otherwise withdraw from Association membership shall be referred back to the Association. The Town agrees to continue all dues deductions until notified of a deduction change by the Association.

**ARTICLE 15: Life Insurance**

The Town will provide a term life insurance policy for employees in the amount of \$50,000, dropping to \$25,000 at age seventy (70). Dependents shall be eligible for coverage under the group life insurance policy in the amount of \$5,000; premiums will be paid by the Town.

**ARTICLE 16: Wellness Program**

16.1 The Town shall maintain a corporate membership at an athletic/health club, if available, within the Town limits.

**ARTICLE 17: Education Reimbursement**

17.1 Education and Training

Continuing Education: Funding for continuing education may be available to employees on a case-by-case basis and is subject to Department Head approval and budget.

Licenses, Certifications, and Professional Development: The Town recognizes the importance of having highly skilled employees and encourages employees to take educational and training courses each year. Management will make every effort to assure that Town funds are provided annually in each budget for these purposes.

17.2 Educational Reimbursement Policy

Education reimbursement will be provided in accordance with the Town's Educational Reimbursement Policy.

**ARTICLE 18: Anniversary Awards**

The Town Council recognizes the important contribution made by valued long-term employees and wishes to reward their service to the Town. Productive, long-term employees are the Town's most valuable asset and are to be commended for their skill, talent, dedication, and service.

The Town shall award employees for every five (5) years of service to the Town according to the schedule herein provided. The following schedule of awards is intended to accompany a certificate of appreciation from the Town Council:

Years of Service*	Award
5 years	Council recognition and 20 hours of paid administrative leave
10 years	Council recognition and 28 hours of paid administrative leave
15 years	Council recognition and 36 hours of paid administrative leave
20 years	Council recognition and 44 hours of paid administrative leave
25 years	Council recognition and 84 hours of paid administrative leave
30 years	Council recognition and 88 hours of paid administrative leave

*\*For each following five-year increment, Council recognition and 88 hours of administrative leave.*

Paid administrative leave shall have no cash value and must be used within twelve (12) months of the employee's anniversary date.

**ARTICLE 19: Work Schedule**

- 19.1 The normal workweek for employees is forty (40) hours. The standard workweek begins at 12:00 a.m. midnight on Monday and ends at 11:59 p.m. on Sunday, unless an alternative work schedule is approved according to the Alternative Work Schedule Policy. Alternative work schedules and work weeks may be established on a departmental basis with the approval of the Town Manager, with the needs of the department and the Town being the primary consideration and the preferences of the employee being a secondary consideration.
- 19.2 The normal workday for employees is eight (8) hours per day.
- 19.3 The Town Manager may designate other normal working hours as required by the needs of the Town. This may include what are referred to as "9-80" or "4-10" work schedules.
- 19.4 If an employee is required to work overtime because of an emergency declared by the Town Manager or designee, that employee's regular work schedule (other than during the period of emergency) shall remain unchanged. Any such overtime shall be treated as compensatory time and shall be used by the employee at the employee's discretion subject to approval by the employee's supervisor or Department Head. In the event the Town is reimbursed by the State or Federal emergency management systems for overtime earned during an emergency, members may, on their individual discretion, request to exchange earned compensatory time for paid time up to the amount of unused compensatory time earned during the emergency. Should reimbursement be in an amount less than required to totally compensate all eligible employees, the funds shall be used as a pool and all employees requesting reimbursement will receive a pro rata share against total overtime hours worked.

**ARTICLE 20: Salaries and Wages**

20.1 Salary Scales

The salary scale shall consist of eight (8) steps, attached as Exhibit B.

20.2 Base Annual Salaries

Employees shall receive the following adjustments to base salary effective on the dates as shown. Increases will go into effect on the first full pay period of the month.

July, 2023 .....8% pay adjustment

July, 2024.....2% pay adjustment  
July, 2025.....2% pay adjustment

20.3 Bilingual Pay

The Town acknowledges that bilingual speaking ability may enhance an employee's ability to contribute to the Town. As such, employees who meet bilingual proficiency qualifications may receive a pay differential of five percent (5%) of their base salary. Approval of bilingual pay shall be tied into demonstrated enhancements from an employee's ability to speak dual languages. The Town Manager and Human Resources Manager shall determine the appropriateness of bilingual pay, designate language and testing requirements, including periodic re-examination of proficiency as deemed appropriate, and which will determine the qualifications for and maintenance of this incentive.

20.4 Special Function Pay

The Town and the Association agree that an employee's possession of certain appropriate certifications, licenses, degrees, and skills which are not a part of the required qualifications for a position (as outlined in the position's job description) may be of value to the Town, and, when utilized, increase the employee's value. Department Heads and/or employees may identify such certifications, licenses, degrees, and skills that could merit special function pay. Employees must actively and regularly utilize certifications, licenses, degrees, and skills that benefit the Town in order to qualify and maintain special function pay status. Special function pay shall be two and one-half percent (2.5%) of an employee's base salary. Final approval of Special Function Pay status shall be determined by the employee's Department Head and Human Resources Manager.

Special function pay may include, but is not limited to:

- Notary
- Special license or certification applicable to job
- Driver's license used but not required for position

20.5 Bonus

On the regular pay date following ratification and adoption of this Agreement by the Town Council, all employees shall receive a one-time lump-sum payment of two thousand five hundred dollars (\$2,500). Employees must be (a) employed by the Town on the date of ratification by both parties and (b) on the date of payment, July 14, 2023 to be eligible for this payment. Eligibility for this payment is not complete, and no right to this payment is earned, unless both of these criteria are satisfied. Employees may elect to have any or all the lump-sum payment deposited into an eligible 457(b) account and the payment shall be subject to all applicable taxes and withholdings. Payments shall not be subject to retirement.

Employees shall be eligible for an annual contingent payment based upon Transient Occupancy Tax (TOT) revenues received during the previous fiscal year, in order to allow them to share in the success of the Town. No individual payment shall exceed four thousand dollars (\$4,000). The



amount will be based on eight percent (8%) of the TOT revenues that are greater than the amount budgeted to be received and retained by the Town (i.e., the amount does not include TOT allocated to outside agencies (Tourism, Housing, and Transit). The revenue sharing payment shall be calculated based on the total year end Town's share of TOT revenues above the original fiscal year TOT budget. This amount shall be divided by the number of all eligible, miscellaneous regular employees at the time of the payment to determine the amount per employee. In order to be eligible for this contingent revenue sharing payment, an employee must be (a) employed with the Town for some part of the fiscal year on which the calculation is based, and (b) be employed with the Town on the date the payment is made. Eligibility for this payment is not complete, and no right to this payment is earned, unless both of these criteria are satisfied. New employees who join Town service during any year who are not employed by the Town for the full fiscal year, but who are employed when the payments are calculated and paid, are eligible for a pro-rata payment based on regular hours worked, including part-time employment for employees that subsequently became full-time prior to the start of the fiscal year. Payments shall be deposited on the first regular payroll in August following the close of the fiscal year on which the calculation is based. Payments shall be subject to applicable state and federal tax withholdings. Payments shall not be subject to retirement.

#### **ARTICLE 21: Paid Municipal Holidays**

All holidays are considered one eight (8)-hour workday. The following are recognized as paid municipal holidays:

- New Year's Day;
- Martin Luther King Jr. Day;
- Presidents' Day;
- Memorial Day;
- Independence Day;
- Labor Day;
- Veterans Day;
- Thanksgiving Day;
- Friday following Thanksgiving Day;
- Christmas Eve;
- Christmas Day;
- New Year's Eve.
- Floating Holiday (one per fiscal year)

If a paid municipal holiday falls upon a Sunday, the Monday following will be considered the observed holiday. If said holidays fall upon a Saturday, the Friday preceding will be considered the observed holiday. If the alternative Monday or Friday is already a different holiday (i.e., in the case of Christmas Eve and Christmas Day), the holiday will be observed on whichever day, Monday or Friday, is not already a holiday. A list of recognized paid municipal holidays shall be established and published by the Human Resources Department in the form of a memorandum to all full-time, regular employees.

Floating holidays shall be taken at the discretion of the employee's supervisor, provided they are not taken in conjunction with another paid municipal holiday, unless the employee is required to work on a paid municipal holiday. The procedure for taking a floating holiday shall be the same as the procedure for using comprehensive leave as outlined in section 8.2 "Scheduling/Notification". The floating holiday shall not roll over to the following fiscal year.

## **ARTICLE 22: Overtime**

### **22.1 Overtime Policy – Definition**

It is the policy of the Town that overtime work is to be kept at a minimum consistent with the protection of the lives and property of Mammoth Lakes citizens and the efficient operation of the Departments and operations of the Town. Overtime must be authorized in advance by both the supervisor and Department Head and is subject to such other rules and procedures as the Town Manager may prescribe.

Overtime shall be defined as time actually worked beyond forty (40) hours per work week. "Time actually worked" is defined as all time during which an employee is necessarily required by the employer to be on the employer's premises, on duty, or at a prescribed workplace. Properly approved travel time for work purposes will be compensated as "hours worked" in compliance with applicable FLSA regulations. Town-paid leaves (e.g., comprehensive leave, holidays, etc.), meal periods, other state or federal paid leaves and release time for Association business, are not considered "time actually worked".

### **22.2 Overtime Compensation**

For hours worked in excess of forty (40) hours in any workweek, one of the following shall occur at the discretion of the Department Head, and in consultation with the employee.

Employee shall accrue compensatory time-off on a time-and-one-half basis; or,

Overtime shall be paid at time-and-one-half the regular hourly rate of pay.

### **22.3 Maximum Accumulation of Compensatory Time**

Employees may accumulate up to one hundred (100) hours of compensatory time. Time off for compensatory time must be approved in advance by the Department Head, or their designee. In the event of a separation from service, the employee shall be entitled to a cash payment of all their accumulated compensatory time, regardless of cause or reason.

### **22.4 Usage of Compensatory Time**

Compensatory time earned shall be used at the employee's discretion with the prior approval of the employee's supervisor or their designee. The employee must be permitted to use the compensatory time off within a reasonable period after making a request if the employee's use of the compensatory time does not unduly disrupt the operation of the department.

## 22.5 Compensatory Leave at Termination

Upon separation from the Town, employees shall receive payment for all accrued compensatory leave at the employee's current regular rate of pay, or as required by law.

### **ARTICLE 23: Compensation for Municipal Holidays/Holiday Overtime**

- 23.1 An employee on a leave-of-absence without pay shall not receive any compensation for holidays occurring during such leave.
- 23.2 An employee must be in a pay status on the workday preceding a holiday to be eligible to be compensated for the holiday.
- 23.3 All time worked on a paid municipal holiday as defined by the Town, except personal leave, shall be paid at the rate of one and one-half (1.5) times the employee's regular rate of pay or shift differential rate, whichever is applicable. The employee will also receive time off in an amount equal to up to eight (8) hours of compensatory time for hours actually worked on the paid municipal holiday and shall be deposited into the employee's compensatory leave bank. Hours banked as compensatory time for hours worked on the paid municipal holiday shall be used as outlined in section 22.4. Hours banked as compensatory time in excess of one hundred (100) for hours worked on the paid municipal holiday shall be paid out in accordance with section 22.3. No employee shall be required or authorized to work on a paid municipal holiday without prior mutual agreement between the employee and Department Head, or designee.

### **ARTICLE 24: Severance**

If an employee is laid off by the Town without cause, upon separation agreement approved by the Town which releases all claims against the Town, Town employees, and Town officials, the employee shall be eligible to receive severance payment in accordance with the schedule below. All payments under this section are subject to applicable payroll taxes and withholdings.

Five years of continuous service	Two weeks (80 hours)
Ten or more years of continuous service	Four weeks (160 hours)

### **ARTICLE 25: Effect of Agreement**

#### 25.1 Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties hereto. The terms and conditions may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written amendment executed according to the provisions of the Agreement.

## 25.2 Improvements in Benefits

Improvements in member benefits contained in this Agreement which are brought about by the amendment or addition of statutory mandated guarantees now provided in California law shall be incorporated into this Agreement.

## 25.3 Savings

If any provision of this Agreement or any application thereof to any member is held by a court of competent jurisdiction to be contrary to law, then such provision or application shall be deemed invalid, to the extent required by such court decision, but all other provisions or applications shall continue in full force and effect.

## **ARTICLE 26: Severability**

Should any section, clause, or provision of this Memorandum of Understanding be declared illegal by final judgment of a court of competent jurisdiction, such invalidation of such section, clause, or provision shall not invalidate the remaining portions thereof, and such remaining portions shall remain in full force and effect.

Upon such invalidation, the parties agree to meet and confer immediately on substitute provisions for such parts or provisions rendered or declared illegal or an unfair labor practice.

## **ARTICLE 27: Duration**

The provisions set forth herein are final. Except as otherwise provided herein, no changes or modifications shall be offered, urged, or otherwise presented by the General Employees Association or the Town of Mammoth Lakes for the duration of this Agreement, provided, however, that nothing herein shall prevent the parties from meeting and conferring and making modifications herein by mutual consent. The provisions herein shall be from July 1, 2023 to June 30 2026.

**EXHIBIT A**

**List of Classifications Represented by the General Employees' Association**

Assistant Clerk
Assistant Engineer
Assistant Planner
Associate Planner
Building Inspector/Plans Examiner
Code Compliance Officer
Engineering Assistant
Engineering Technician
Finance Analyst
Outdoor Recreation Coordinator
Payroll/Human Resources Specialist
Permit Technician I
Permit Technician II
Permit Technician/Plans Examiner
Program and Facilities Administrator
Records Supervisor
Recreation Supervisor
Revenue Accountant
Revenue Specialist
Senior Accounting Assistant

**EXHIBIT B**

**Compensation Schedules**

**EXHIBIT B**

**Salary Schedules for Town of Mammoth Lakes General Employees' Association (GEA) FY23-24, FY24-25, and FY25-26 - by Position**

**FY 2023-24: Effective July, 2023  
Rev. July, 2023**

	Pay Range	Rate Type: Annual							Hourly								
Engineering Technician	G139	50,316	52,832	55,474	58,248	61,160	64,218	67,429	70,800	24,1904	25,4000	26,6702	28,0038	29,4038	30,8740	32,4178	34,0385
Permit Technician I	G139	50,316	52,832	55,474	58,248	61,160	64,218	67,429	70,800	24,1904	25,4000	26,6702	28,0038	29,4038	30,8740	32,4178	34,0385
Program and Facilities Administrator	G139	50,316	52,832	55,474	58,248	61,160	64,218	67,429	70,800	24,1904	25,4000	26,6702	28,0038	29,4038	30,8740	32,4178	34,0385
Records Supervisor	G139	50,316	52,832	55,474	58,248	61,160	64,218	67,429	70,800	24,1904	25,4000	26,6702	28,0038	29,4038	30,8740	32,4178	34,0385
Revenue Specialist	G139	50,316	52,832	55,474	58,248	61,160	64,218	67,429	70,800	24,1904	25,4000	26,6702	28,0038	29,4038	30,8740	32,4178	34,0385
Assistant Clerk	G145	53,411	56,082	58,886	61,830	64,922	68,168	71,576	75,155	25,6784	26,9625	28,3106	29,7260	31,2125	32,7731	34,4115	36,1322
Finance Analyst	G145	53,411	56,082	58,886	61,830	64,922	68,168	71,576	75,155	25,6784	26,9625	28,3106	29,7260	31,2125	32,7731	34,4115	36,1322
Senior Accounting Assistant	G145	53,411	56,082	58,886	61,830	64,922	68,168	71,576	75,155	25,6784	26,9625	28,3106	29,7260	31,2125	32,7731	34,4115	36,1322
Engineering Assistant	G151	56,696	59,531	62,508	65,633	68,915	72,361	75,979	79,778	27,2577	28,6207	30,0519	31,5543	33,1322	34,7889	36,5284	38,3548
Outdoor Recreation Coordinator	G151	56,696	59,531	62,508	65,633	68,915	72,361	75,979	79,778	27,2577	28,6207	30,0519	31,5543	33,1322	34,7889	36,5284	38,3548
Recreation Supervisor	G151	56,696	59,531	62,508	65,633	68,915	72,361	75,979	79,778	27,2577	28,6207	30,0519	31,5543	33,1322	34,7889	36,5284	38,3548
Assistant Planner	G156	59,588	62,567	65,695	68,980	72,429	76,050	79,853	83,846	28,6481	30,0803	31,5841	33,1635	34,8216	36,5625	38,3909	40,3106
Code Compliance Officer	G156	59,588	62,567	65,695	68,980	72,429	76,050	79,853	83,846	28,6481	30,0803	31,5841	33,1635	34,8216	36,5625	38,3909	40,3106
Permit Technician/Plans Examiner	G156	59,588	62,567	65,695	68,980	72,429	76,050	79,853	83,846	28,6481	30,0803	31,5841	33,1635	34,8216	36,5625	38,3909	40,3106
Assistant Engineer	G167	66,481	69,805	73,295	76,960	80,808	84,848	89,090	93,545	31,9620	33,5601	35,2380	37,0000	38,8500	40,7923	42,8317	44,9736
Associate Planner	G172	69,872	73,366	77,034	80,886	84,930	89,177	93,636	98,318	33,5923	35,2721	37,0356	38,8875	40,8317	42,8736	45,0173	47,2683
Building Inspector/Plans Examiner	G172	69,872	73,366	77,034	80,886	84,930	89,177	93,636	98,318	33,5923	35,2721	37,0356	38,8875	40,8317	42,8736	45,0173	47,2683
Payroll/Human Resources Specialist	G172	69,872	73,366	77,034	80,886	84,930	89,177	93,636	98,318	33,5923	35,2721	37,0356	38,8875	40,8317	42,8736	45,0173	47,2683
Revenue Accountant	G172	69,872	73,366	77,034	80,886	84,930	89,177	93,636	98,318	33,5923	35,2721	37,0356	38,8875	40,8317	42,8736	45,0173	47,2683

**FY 2024-25: Effective July, 2024  
Rev. July, 2023**

	Pay Range	Rate Type: Annual							Hourly								
Engineering Technician	G139	51,320	53,886	56,580	59,409	62,379	65,498	68,773	72,212	24,6731	25,9067	27,2019	28,5620	29,9899	31,4894	33,0639	34,7173
Permit Technician I	G139	51,320	53,886	56,580	59,409	62,379	65,498	68,773	72,212	24,6731	25,9067	27,2019	28,5620	29,9899	31,4894	33,0639	34,7173
Program and Facilities Administrator	G139	51,320	53,886	56,580	59,409	62,379	65,498	68,773	72,212	24,6731	25,9067	27,2019	28,5620	29,9899	31,4894	33,0639	34,7173
Records Supervisor	G139	51,320	53,886	56,580	59,409	62,379	65,498	68,773	72,212	24,6731	25,9067	27,2019	28,5620	29,9899	31,4894	33,0639	34,7173
Revenue Specialist	G139	51,320	53,886	56,580	59,409	62,379	65,498	68,773	72,212	24,6731	25,9067	27,2019	28,5620	29,9899	31,4894	33,0639	34,7173
Assistant Clerk	G145	54,477	57,201	60,061	63,064	66,217	69,528	73,004	76,654	26,1909	27,5005	28,8755	30,3192	31,8351	33,4269	35,0981	36,8529
Finance Analyst	G145	54,477	57,201	60,061	63,064	66,217	69,528	73,004	76,654	26,1909	27,5005	28,8755	30,3192	31,8351	33,4269	35,0981	36,8529
Senior Accounting Assistant	G145	54,477	57,201	60,061	63,064	66,217	69,528	73,004	76,654	26,1909	27,5005	28,8755	30,3192	31,8351	33,4269	35,0981	36,8529
Engineering Assistant	G151	57,829	60,720	63,756	66,944	70,291	73,806	77,496	81,371	27,8024	29,1923	30,6519	32,1846	33,7938	35,4837	37,2577	39,1207
Outdoor Recreation Coordinator	G151	57,829	60,720	63,756	66,944	70,291	73,806	77,496	81,371	27,8024	29,1923	30,6519	32,1846	33,7938	35,4837	37,2577	39,1207
Recreation Supervisor	G151	57,829	60,720	63,756	66,944	70,291	73,806	77,496	81,371	27,8024	29,1923	30,6519	32,1846	33,7938	35,4837	37,2577	39,1207
Assistant Planner	G156	60,779	63,818	67,009	70,359	73,877	77,571	81,450	85,523	29,2207	30,6817	32,2159	33,8264	35,5178	37,2938	39,1587	41,1168
Code Compliance Officer	G156	60,779	63,818	67,009	70,359	73,877	77,571	81,450	85,523	29,2207	30,6817	32,2159	33,8264	35,5178	37,2938	39,1587	41,1168
Permit Technician/Plans Examiner	G156	60,779	63,818	67,009	70,359	73,877	77,571	81,450	85,523	29,2207	30,6817	32,2159	33,8264	35,5178	37,2938	39,1587	41,1168
Assistant Engineer	G167	67,809	71,199	74,759	78,497	82,422	86,543	90,970	95,414	32,6005	34,2303	35,9418	37,7389	39,6260	41,6072	43,6875	45,8721
Associate Planner	G172	71,269	74,832	78,574	82,503	86,628	90,959	95,507	100,282	34,2639	35,9769	37,7760	39,6649	41,6481	43,7303	45,9168	48,2125
Building Inspector/Plans Examiner	G172	71,269	74,832	78,574	82,503	86,628	90,959	95,507	100,282	34,2639	35,9769	37,7760	39,6649	41,6481	43,7303	45,9168	48,2125
Payroll/Human Resources Specialist	G172	71,269	74,832	78,574	82,503	86,628	90,959	95,507	100,282	34,2639	35,9769	37,7760	39,6649	41,6481	43,7303	45,9168	48,2125
Revenue Accountant	G172	71,269	74,832	78,574	82,503	86,628	90,959	95,507	100,282	34,2639	35,9769	37,7760	39,6649	41,6481	43,7303	45,9168	48,2125

**FY 2025-26: Effective July, 2025  
Rev. July, 2023**

	Pay Range	Rate Type: Annual							Hourly								
Engineering Technician	G139	52,347	54,964	57,712	60,598	63,628	66,809	70,149	73,656	25,1668	26,4250	27,7462	29,1337	30,5904	32,1197	33,7255	35,4115
Permit Technician I	G139	52,347	54,964	57,712	60,598	63,628	66,809	70,149	73,656	25,1668	26,4250	27,7462	29,1337	30,5904	32,1197	33,7255	35,4115
Program and Facilities Administrator	G139	52,347	54,964	57,712	60,598	63,628	66,809	70,149	73,656	25,1668	26,4250	27,7462	29,1337	30,5904	32,1197	33,7255	35,4115
Records Supervisor	G139	52,347	54,964	57,712	60,598	63,628	66,809	70,149	73,656	25,1668	26,4250	27,7462	29,1337	30,5904	32,1197	33,7255	35,4115
Revenue Specialist	G139	52,347	54,964	57,712	60,598	63,628	66,809	70,149	73,656	25,1668	26,4250	27,7462	29,1337	30,5904	32,1197	33,7255	35,4115
Assistant Clerk	G145	55,567	58,345	61,262	64,325	67,541	70,918	74,464	78,187	26,7149	28,0505	29,4529	30,9255	32,4716	34,0952	35,8000	37,5899
Finance Analyst	G145	55,567	58,345	61,262	64,325	67,541	70,918	74,464	78,187	26,7149	28,0505	29,4529	30,9255	32,4716	34,0952	35,8000	37,5899
Senior Accounting Assistant	G145	55,567	58,345	61,262	64,325	67,541	70,918	74,464	78,187	26,7149	28,0505	29,4529	30,9255	32,4716	34,0952	35,8000	37,5899
Engineering Assistant	G151	58,986	61,935	65,032	68,284	71,698	75,283	79,047	82,999	28,3587	29,7764	31,2654	32,8288	34,4702	36,1938	38,0034	39,9034
Outdoor Recreation Coordinator	G151	58,986	61,935	65,032	68,284	71,698	75,283	79,047	82,999	28,3587	29,7764	31,2654	32,8288	34,4702	36,1938	38,0034	39,9034
Recreation Supervisor	G151	58,986	61,935	65,032	68,284	71,698	75,283	79,047	82,999	28,3587	29,7764	31,2654	32,8288	34,4702	36,1938	38,0034	39,9034
Assistant Planner	G156	61,996	65,096	68,351	71,769	75,357	79,125	83,081	87,235	29,8058	31,2962	32,8611	34,5043	36,2293	38,0409	39,9428	41,9399
Code Compliance Officer	G156	61,996	65,096	68,351	71,769	75,357	79,125	83,081	87,235	29,8058	31,2962	32,8611	34,5043	36,2293	38,0409	39,9428	41,9399
Permit Technician/Plans Examiner	G156	61,996	65,096	68,351	71,769	75,357	79,125	83,081	87,235	29,8058	31,2962	32,8611	34,5043	36,2293	38,0409	39,9428	41,9399
Assistant Engineer	G167	69,167	72,625	76,256	80,069	84,072	88,276	92,690	97,325	33,2534	34,9159	36,6615	38,4947	40,4192	42,4404	44,5625	46,7909
Associate Planner	G172	72,697	76,332	80,149	84,156	88,364	92,782	97,421	102,292	34,9505	36,6981	38,5332	40,4596	42,4827	44,6067	46,8370	49,1788
Building Inspector/Plans Examiner	G172	72,697	76,332	80,149	84,156	88,364	92,782	97,421	102,292	34,9505	36,6981						

Salary Schedules for Town of Mammoth Lakes General Employees' Association (GEA) FY23-24, FY24-25, and FY25-26

GEA Salary Schedules - Effective July 2023  
Rev. July, 2023

Pay Range	ANNUAL	MONTHLY												HOURLY												
		A	B	C	D	E	F	G	H	I	J	K	L	A	B	C	D	E	F	G	H	I	J	K	L	
G/100	34,133	35,840	37,633	39,514	41,490	43,565	45,739	48,030	G/100	2,844	2,987	3,136	3,293	3,458	3,630	3,811	4,003	G/100	18,103	17,308	18,092	18,971	19,931	20,977	22,111	23,331
G/101	34,473	36,276	38,169	39,999	41,904	43,999	46,199	48,530	G/101	2,873	3,017	3,167	3,327	3,496	3,672	3,856	4,042	G/101	16,575	17,403	18,236	19,170	20,162	21,214	22,336	23,531
G/102	34,820	36,623	38,516	40,389	42,343	44,399	46,561	48,944	G/102	2,902	3,047	3,199	3,359	3,527	3,703	3,888	4,074	G/102	16,704	17,574	18,453	19,388	20,376	21,429	22,558	23,764
G/103	35,168	36,971	38,864	40,737	42,744	44,844	47,052	49,494	G/103	2,931	3,077	3,231	3,393	3,562	3,740	3,927	4,124	G/103	16,907	17,829	18,764	19,752	20,794	21,892	23,056	24,294
G/104	35,520	37,323	39,216	41,119	43,175	45,334	47,601	49,984	G/104	2,960	3,106	3,263	3,427	3,598	3,778	3,967	4,165	G/104	17,079	17,998	18,974	19,986	21,054	22,188	23,397	24,682
G/105	35,875	37,678	39,571	41,474	43,579	45,788	48,076	50,480	G/105	2,990	3,136	3,295	3,461	3,634	3,816	4,006	4,207	G/105	17,476	18,393	19,354	20,366	21,440	22,586	23,804	25,094
G/106	36,234	38,037	39,930	41,833	43,988	46,244	48,658	51,140	G/106	3,020	3,167	3,329	3,497	3,674	3,861	4,054	4,259	G/106	17,402	18,319	19,279	20,291	21,365	22,511	23,740	25,051
G/107	36,596	38,399	40,292	42,195	44,350	46,606	48,994	51,498	G/107	3,050	3,200	3,363	3,533	3,713	3,907	4,107	4,314	G/107	17,942	18,859	19,819	20,831	21,905	23,051	24,270	25,571
G/108	36,962	38,765	40,658	42,561	44,716	47,022	49,488	52,020	G/108	3,080	3,234	3,399	3,572	3,756	3,954	4,158	4,369	G/108	17,702	18,619	19,579	20,591	21,665	22,811	24,030	25,331
G/109	37,332	39,135	41,028	42,931	45,086	47,392	49,858	52,390	G/109	3,111	3,267	3,434	3,610	3,797	4,000	4,211	4,429	G/109	17,948	18,865	19,825	20,837	21,911	23,057	24,286	25,587
G/110	37,705	39,508	41,401	43,304	45,459	47,765	50,231	52,763	G/110	3,142	3,299	3,468	3,647	3,839	4,042	4,251	4,467	G/110	18,174	19,091	20,051	21,063	22,137	23,283	24,512	25,813
G/111	38,082	39,885	41,778	43,681	45,836	48,142	50,608	53,140	G/111	3,174	3,332	3,499	3,677	3,875	4,080	4,293	4,514	G/111	18,307	19,224	20,184	21,196	22,270	23,416	24,645	25,946
G/112	38,463	40,266	42,159	44,062	46,217	48,523	50,989	53,521	G/112	3,205	3,364	3,534	3,710	3,896	4,091	4,295	4,510	G/112	18,618	19,535	20,495	21,507	22,581	23,727	24,956	26,257
G/113	38,848	40,651	42,544	44,447	46,602	48,908	51,374	53,906	G/113	3,237	3,397	3,569	3,748	3,935	4,132	4,338	4,555	G/113	18,679	19,596	20,556	21,568	22,642	23,788	25,017	26,318
G/114	39,236	41,039	42,932	44,835	46,990	49,296	51,762	54,294	G/114	3,270	3,431	3,605	3,785	3,974	4,173	4,382	4,601	G/114	18,863	19,780	20,740	21,752	22,826	23,972	25,201	26,502
G/115	39,628	41,431	43,324	45,227	47,382	49,688	52,154	54,686	G/115	3,302	3,463	3,641	3,823	4,014	4,215	4,425	4,647	G/115	19,019	20,003	21,014	22,043	23,127	24,283	25,512	26,813
G/116	40,024	41,827	43,720	45,623	47,778	50,084	52,550	55,082	G/116	3,335	3,500	3,677	3,861	4,054	4,257	4,471	4,691	G/116	19,223	20,207	21,244	22,290	23,399	24,572	25,801	27,092
G/117	40,424	42,227	44,120	46,023	48,178	50,484	52,950	55,482	G/117	3,369	3,537	3,714	3,900	4,095	4,299	4,514	4,740	G/117	19,436	20,403	21,424	22,479	23,562	24,686	25,915	27,216
G/118	40,828	42,631	44,524	46,427	48,582	50,888	53,354	55,886	G/118	3,402	3,572	3,751	3,939	4,136	4,342	4,559	4,787	G/118	19,628	20,611	21,640	22,726	23,827	24,951	26,180	27,481
G/119	41,236	43,039	44,932	46,835	48,990	51,296	53,762	56,294	G/119	3,436	3,608	3,789	3,978	4,177	4,386	4,605	4,835	G/119	19,850	20,833	21,872	22,958	24,069	25,204	26,350	27,651
G/120	41,648	43,451	45,344	47,247	49,402	51,708	54,174	56,706	G/120	3,471	3,644	3,829	4,018	4,219	4,430	4,651	4,884	G/120	20,031	21,040	22,075	23,151	24,252	25,387	26,533	27,834
G/121	42,064	43,867	45,760	47,663	49,818	52,124	54,590	57,122	G/121	3,505	3,681	3,865	4,056	4,261	4,474	4,697	4,932	G/121	20,231	21,241	22,275	23,340	24,441	25,576	26,722	28,023
G/122	42,485	44,288	46,181	48,084	50,239	52,545	55,011	57,543	G/122	3,540	3,717	3,903	4,098	4,303	4,519	4,744	4,982	G/122	20,455	21,466	22,500	23,647	24,829	26,048	27,294	28,595
G/123	42,910	44,713	46,606	48,509	50,664	52,970	55,436	57,968	G/123	3,576	3,753	3,942	4,140	4,347	4,566	4,792	5,033	G/123	20,628	21,639	22,673	23,820	25,002	26,221	27,467	28,768
G/124	43,339	45,142	47,035	48,938	51,093	53,399	55,865	58,397	G/124	3,612	3,792	3,982	4,182	4,390	4,609	4,840	5,082	G/124	20,804	21,815	22,849	23,996	25,178	26,397	27,643	28,944
G/125	43,772	45,575	47,468	49,371	51,526	53,832	56,298	58,830	G/125	3,648	3,830	4,022	4,223	4,434	4,654	4,886	5,133	G/125	21,044	22,055	23,109	24,256	25,438	26,657	27,903	29,204
G/126	44,210	46,013	47,906	49,809	52,064	54,470	57,036	59,668	G/126	3,684	3,868	4,062	4,265	4,478	4,702	4,937	5,184	G/126	21,248	22,259	23,313	24,460	25,642	26,861	28,107	29,408
G/127	44,652	46,455	48,348	50,251	52,406	54,812	57,378	60,010	G/127	3,721	3,907	4,102	4,308	4,523	4,749	4,987	5,236	G/127	21,467	22,478	23,532	24,679	25,861	27,080	28,326	29,627
G/128	45,100	46,903	48,796	50,699	52,854	55,260	57,826	60,454	G/128	3,758	3,946	4,144	4,351	4,568	4,797	5,036	5,286	G/128	21,692	22,703	23,757	24,904	26,086	27,305	28,551	29,852
G/129	45,550	47,353	49,246	51,149	53,304	55,710	58,276	60,904	G/129	3,796	3,986	4,185	4,394	4,614	4,843	5,087	5,341	G/129	21,929	22,940	24,014	25,161	26,343	27,562	28,808	30,109
G/130	46,000	47,803	49,696	51,599	53,754	56,160	58,726	61,350	G/130	3,834	4,026	4,227	4,438	4,660	4,895	5,138	5,391	G/130	22,181	23,224	24,338	25,485	26,667	27,886	29,132	30,433
G/131	46,450	48,253	50,146	52,049	54,204	56,610	59,176	61,800	G/131	3,872	4,066	4,269	4,482	4,707	4,942	5,189	5,442	G/131	22,444	23,487	24,601	25,748	26,930	28,149	29,395	30,696
G/132	46,900	48,703	50,596	52,499	54,654	57,060	59,626	62,250	G/132	3,911	4,107	4,312	4,527	4,754	4,991	5,241	5,503	G/132	22,660	23,693	24,817	26,000	27,219	28,465	29,730	31,031
G/133	47,350	49,153	51,046	52,949	55,104	57,510	60,076	62,700	G/133	3,950	4,148	4,355	4,573	4,801	5,041	5,294	5,558	G/133	22,885	23,929	25,053	26,236	27,455	28,701	30,002	31,303
G/134	47,800	49,603	51,496	53,399	55,554	57,960	60,526	63,150	G/134	3,990	4,189	4,398	4,618	4,849	5,092	5,346	5,614	G/134	23,063	24,107	25,254	26,437	27,656	28,902	30,193	31,494
G/135	48,250	50,053	51,946	53,849	56,004	58,410	60,976	63,600	G/135	4,030	4,231	4,442	4,664	4,897	5,144	5,400	5,672	G/135	23,244	24,288	25,435	26,618	27,837	29,083	30,374	31,675
G/136	48,700	50,503	52,396	54,299	56,454	58,860	61,426	64,050	G/136	4,070	4,273	4,487	4,711	4,947	5,194	5,454	5,724	G/136	23,479	24,523	25,670	26,853	28,072	29,318	30,564	31,865
G/137	49,150	50,953	52,846	54,749	56,904	59,310	61,876	64,500	G/137	4,110	4,316	4,532	4,758	4,996	5,246	5,508	5,784	G/137	23,719	24,763	25,910	27,129	28,348	29,594	30,840	32,141
G/138	49,600	51,403	53,296	55,199	57,354	59,760	62,326	64,950	G/138	4,152	4,359	4,577	4,806	5,046	5,299	5,563	5,842	G/138	23,910	25,004	26,151	27,370	28,589	29,835	31,081	32,382
G/139	50,050	51,853	53,746	55,649	57,804	60,210	62,776	65,400	G/139	4,194	4,403	4,624	4,856	5,100	5,356	5,624	5,908	G/139	24,104	25,198	26,345	27,564	28,783	30,029	31,275	32,576
G/140	50,500	52,303	54,196	56,099	58,254	60,660	63,226	65,750	G/140	4,235	4,447	4,669	4,902	5,148	5,405	5,673	5,959	G/140	24,322	25,416	26,563	27,782	29,001	30,247	31,493	32,794
G/141	50,910	52,713	54,606	56,509	58,664	61,070	63,636																			





GEA Salary Schedules - Effective July 2025  
 Rev. July, 2023

Pay Range	ANNUAL												MONTHLY												HOURLY																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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G/001	35,512	37,288	39,152	41,110	43,166	45,324	47,590	49,970	G/100	2,959	3,107	3,263	3,426	3,597	3,777	3,966	4,164	G/100	17,073	17,829	18,621	19,444	20,302	21,197	22,128	23,094	24,094	25,128	26,197	27,302	28,444	29,621	30,834	32,082	33,364	34,682	36,036	37,426	38,852	40,314	41,812	43,342	44,904	46,500	48,130	49,794	51,492	53,224	54,990	56,792	58,630	60,504	62,414	64,360	66,342	68,360	70,414	72,504	74,630	76,792	78,994	81,240	83,530	85,864	88,242	90,664	93,130	95,642	98,198	100,798	103,442	106,130	108,862	111,638	114,460	117,328	120,242	123,202	126,204	129,248	132,334	135,462	138,632	141,844	145,098	148,394	151,732	155,112	158,534	162,000	165,510	169,064	172,662	176,304	179,990	183,720	187,494	191,314	195,180	199,092	203,050	207,054	211,104	215,200	219,342	223,530	227,764	232,044	236,368	240,742	245,166	249,640	254,164	258,738	263,362	268,036	272,760	277,534	282,408	287,382	292,456	297,530	302,704	307,978	313,352	318,826	324,400	330,074	335,848	341,722	347,696	353,770	359,944	366,218	372,592	379,066	385,640	392,314	399,088	405,962	412,936	420,010	427,184	434,458	441,832	449,306	456,880	464,554	472,328	480,202	488,176	496,250	504,424	512,698	521,072	529,546	538,120	546,794	555,568	564,442	573,416	582,490	591,664	600,938	610,312	619,786	629,360	639,034	648,808	658,682	668,656	678,730	688,904	699,178	709,552	719,926	730,400	740,974	751,648	762,422	773,296	784,270	795,344	806,518	817,792	829,166	840,640	852,214	863,888	875,662	887,536	899,510	911,584	923,758	936,032	948,406	960,880	973,454	986,128	998,902	1,011,776	1,024,750	1,037,824	1,050,998	1,064,272	1,077,646	1,091,120	1,104,694	1,118,368	1,132,142	1,146,016	1,159,990	1,174,064	1,188,238	1,202,512	1,216,886	1,231,360	1,245,934	1,260,608	1,275,382	1,290,256	1,305,230	1,320,304	1,335,478	1,350,752	1,366,126	1,381,600	1,397,174	1,412,848	1,428,622	1,444,496	1,460,470	1,476,544	1,492,718	1,508,992	1,525,366	1,541,840	1,558,414	1,575,088	1,591,862	1,608,736	1,625,710	1,642,784	1,659,958	1,677,232	1,694,606	1,712,080	1,729,654	1,747,328	1,765,102	1,782,976	1,800,950	1,819,024	1,837,198	1,855,472	1,873,846	1,892,320	1,910,894	1,929,568	1,948,342	1,967,216	1,986,190	2,005,264	2,024,438	2,043,712	2,063,086	2,082,560	2,102,134	2,121,808	2,141,582	2,161,456	2,181,430	2,201,504	2,221,678	2,241,952	2,262,326	2,282,800	2,303,374	2,324,048	2,344,822	2,365,696	2,386,670	2,407,744	2,428,918	2,450,192	2,471,566	2,493,040	2,514,614	2,536,288	2,558,062	2,579,936	2,601,910	2,623,984	2,646,158	2,668,432	2,690,806	2,713,280	2,735,854	2,758,528	2,781,302	2,804,176	2,827,150	2,850,224	2,873,398	2,896,672	2,919,946	2,943,320	2,966,794	2,990,368	3,014,042	3,037,816	3,061,690	3,085,664	3,109,738	3,133,912	3,158,186	3,182,560	3,207,034	3,231,608	3,256,282	3,281,056	3,305,930	3,330,904	3,355,978	3,381,152	3,406,426	3,431,800	3,457,274	3,482,848	3,508,522	3,534,296	3,560,170	3,586,144	3,612,218	3,638,392	3,664,666	3,691,040	3,717,514	3,744,088	3,770,762	3,797,536	3,824,410	3,851,384	3,878,458	3,905,632	3,932,906	3,960,280	3,987,754	4,015,328	4,042,902	4,070,576	4,098,350	4,126,224	4,154,198	4,182,272	4,210,446	4,238,720	4,267,094	4,295,568	4,324,142	4,352,816	4,380,590	4,408,464	4,436,438	4,464,512	4,492,686	4,520,960	4,549,334	4,577,808	4,606,382	4,635,056	4,663,830	4,692,704	4,721,678	4,750,752	4,779,926	4,809,100	4,838,374	4,867,748	4,897,222	4,926,796	4,956,470	4,986,244	5,016,118	5,046,092	5,076,166	5,106,340	5,136,614	5,167,088	5,197,662	5,228,336	5,259,110	5,289,984	5,320,958	5,352,032	5,383,206	5,414,480	5,445,854	5,477,328	5,508,902	5,540,576	5,572,350	5,604,224	5,636,198	5,668,272	5,700,446	5,732,720	5,765,094	5,797,568	5,830,142	5,862,816	5,895,590	5,928,464	5,961,438	5,994,512	6,027,686	6,060,960	6,094,334	6,127,808	6,161,382	6,195,056	6,228,830	6,262,704	6,296,678	6,330,752	6,364,926	6,399,100	6,433,374	6,467,748	6,502,222	6,536,796	6,571,470	6,606,244	6,641,118	6,676,092	6,711,166	6,746,340	6,781,614	6,816,988	6,852,462	6,888,036	6,923,710	6,959,484	6,995,358	7,031,332	7,067,406	7,103,580	7,139,854	7,176,228	7,212,702	7,248,276	7,284,950	7,321,724	7,358,598	7,395,572	7,432,646	7,469,820	7,507,094	7,544,468	7,581,942	7,619,516	7,657,190	7,694,964	7,732,838	7,770,812	7,808,886	7,847,060	7,885,334	7,923,708	7,962,182	8,000,756	8,039,430	8,078,204	8,117,078	8,156,052	8,195,126	8,234,300	8,273,574	8,312,948	8,352,422	8,391,996	8,431,670	8,471,444	8,511,318	8,551,292	8,591,366	8,631,540	8,671,814	8,712,188	8,752,662	8,793,236	8,833,910	8,874,684	8,915,558	8,956,532	8,997,606	9,038,780	9,079,954	9,121,228	9,162,602	9,204,076	9,245,650	9,287,324	9,329,098	9,370,972	9,412,946	9,455,020	9,497,194	9,539,468	9,581,842	9,624,316	9,666,890	9,709,564	9,752,338	9,795,212	9,838,186	9,881,260	9,924,434	9,967,708	10,011,082	10,054,556	10,098,130	10,141,804	10,185,578	10,229,452	10,273,426	10,317,500	10,361,674	10,405,948	10,450,322	10,494,796	10,539,370	10,584,044	10,628,818	10,673,692	10,718,666	10,763,740	10,808,914	10,854,188	10,900,562	10,947,036	10,993,610	11,040,284	11,087,058	11,133,932	11,180,906	11,227,980	11,275,154	11,322,428	11,369,802	11,417,276	11,464,850	11,512,524	11,560,298	11,608,172	11,656,146	11,704,220	11,752,394	11,800,668	11,849,042	11,897,516	11,946,090	11,994,764	12,043,538	12,092,412	12,141,386	12,190,460	12,239,634	12,288,908	12,338,282	12,387,756	12,437,330	12,486,904	12,536,578	12,586,352	12,636,226	12,686,200	12,736,274	12,786,448	12,836,722	12,887,096	12,937,570	12,988,144	13,038,818	13,089,592	13,140,466	13,191,440	13,242,514	13,293,688	13,344,962	13,396,336	13,447,810	13,499,384	13,551,058	13,602,832	13,654,706	13,706,680	13,758,754	13,810,928	13,863,202	13,915,576	13,968,050	14,020,624	14,073,298	14,126,072	14,178,946	14,231,920	14,284,994	14,338,168	14,391,442	14,444,816	14,498,290	14,551,864	14,605,538	14,659,312	14,713,186	14,767,160	14,821,234	14,875,408	14,929,682																												